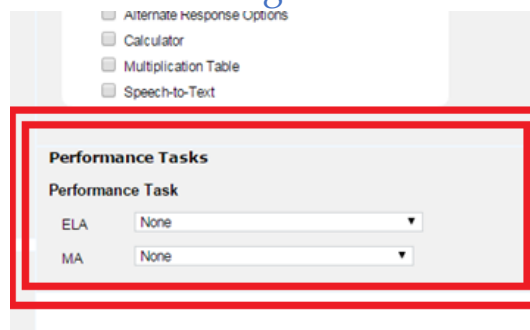


TO: System Test Coordinators  
FROM: Judy Snow, State Assessment Director  
DATE: April 1, 2016  
RE: Reminders for Monday

## Smarter Performance Tasks (PTs)

- PTs are randomly assigned to students automatically by the AIR system when they are uploaded. The directions below that were in the update earlier this week apply to when a test session is being created.
  - The PTs will be randomly assigned to students.
  - The TA should activate all of the PTs for the grade.
  - The students will get the one assigned to them by TIDE
- However, we have had reports of a few students not being able to access PTs. The following are tips and cautions.
  - If any students are experiencing a problem signing in to their Performance Tasks, schools should check their eligibility within TIDE
    - TE or SC: Go into TIDE and navigate to the Student Information.
    - View the student's record, and scroll down to the bottom of the page to check the Performance Task eligibility for each content area.
    - If there are not PTs assigned to the student ("none" such as in the screen below), use the pull down lists to choose a PT in the appropriate grade and save the changes.



The screenshot shows a section titled "Performance Tasks" with a sub-header "Performance Task". Below this, there are two rows: "ELA" and "MA". Each row has a dropdown menu currently set to "None". A red rectangular box highlights the "Performance Task" section. Above the box, there are several checkboxes: "Alternate Response Options", "Calculator", "Multiplication Table", and "Speech-to-Text".



- Once PTs are selected in the student record, the tests will become available to them and students should be able to begin testing.
- When creating the test session, the TA still needs to select all PTs and the one assigned to the student will be presented to the student.



## **AIM Transfers to TIDE**

- Some schools have automatic uploads to the OPI AIM State Edition. Others are manual. If your school uses manual uploads, please inform your AIM staff of the update schedule.
  - In by end of day on Monday, OPI transfers to TIDE on Tuesday.
  - In by end of day on Wednesday, OPI transfers to TIDE on Thursday.
  - NOTE: There is no way to add students in TIDE. They are added during the twice a week uploads only.
  - NOTE: If a student moves out of a school, AIM should be immediately updated. Until that student enrolls in another Montana accredited school, the name will remain in TIDE. Those data will be reconciled after the test window closes.

## **OPI Smarter Contacts**

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## **Montana Smarter Helpdesk**

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